

ONLINE MAC 1114 SYLLABUS

SUMMER B 2022 (updated 6/20/2022)

The course home page is located in Canvas. Log in at <https://ufl.instructure.com/>.

You can send a message to the Online Coordinator below by going to your inbox in Canvas and selecting "Compose a new message". If you are requesting assistance on a certain problem, please include details showing your work on the problem; feel free to attach a photo of your work.

Contact Information

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1. Introduction

1a. Course Content

This course is designed as a review of trigonometry to prepare the student for engineering calculus. If you plan to take business calculus, then you do not need this course. Note that instead of taking MAC 1140 and then MAC 1114, you could take MAC 1147, Precalculus Algebra/Trig, which is a very fast paced course and covers essentially the same material as the two separate courses.

A minimum grade of C (not C-) in MAC 1114 satisfies two hours of both the pure math general education requirement and the state math requirement. Note: A student can receive at most four credits for taking both MAC 1147, and MAC 1140 or MAC 1114, and at most five credit hours for taking MAC 1147, MAC 1140, and MAC 1114. Students who successfully complete this course (C or better) can, with a grade of C or better in MAC 1140, advance to MAC 2311, Calculus 1 (for engineers and scientists).

Students taking this course to meet general education or state requirements, who do not need precalculus for their major or as preparation for calculus, might consider taking MGF 1106 or MAC 1105. For more information on math courses and math advisors go to <http://www.math.ufl.edu/>.

1b. Prerequisites

This course assumes prior knowledge of intermediate algebra (Algebra 2) and trigonometry. Students should be able to do arithmetic without a calculator.

MAC 1114 begins with a short review of some basic concepts in functions (Chapter 1). **You should already be competent in working this material.**

1c. Textbook

We will be using the OpenStax Precalculus textbook, available for free at the following link: <https://openstax.org/details/books/precalculus>

The following sections of the textbook will be covered (if there is a question mark (?) next to a section, then it might not be covered): 1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 1.7, 5.1, 5.2, 5.3, 5.4, 6.1, 6.2, 6.3, 7.1, 7.2, 7.3, 7.4, 7.5, 7.6, 8.1, 8.2, 8.3, 8.4(?), 8.5(?), 8.6(?), 8.7(?), 8.8(?)

1d. Canvas

Canvas is located at <https://elearning.ufl.edu/>; use your Gatorlink username and your password to login. You can find your lecture videos, quizzes, bonus questions, grades, announcements, homework, etc., at this site. You are responsible for verifying that your grades are accurate. You have one week after a score has been posted to contact your instructor if you believe there has been a grading or a recording error.

Note: Important information may be included in the announcements in Canvas. You are expected to read them.

1e. Lectures

Viewing lecture presentations is an important aspect of the learning process. The lecture provides the main presentation of the course material in addition to the textbook. Each lecture consists of several videos for a total of approximately 1 hour. Lecture outlines can be printed from Canvas and used to take notes.

1f. Suggested workflow

We suggest that you read the textbook, watch the lecture, do the corresponding homework, and then take the quiz (if applicable), in that order. The quizzes are due as shown on the calendar, but you may take them earlier. In fact, you may work ahead on everything except for the exams.

1g. Calculator Policy

The only calculator allowed on exams is the non-scientific calculator provided to you in Canvas. For all other assignments, you are free to (and might need to) use a scientific calculator of your choosing.

This is not a plug-and-chug calculator course. You need to understand the mathematics and be able to do the algebraic and trigonometric manipulations first, resorting to the calculator only at the ends of the problems (as necessary) to get the approximate answer(s) as the problems may require. Be sure to carefully read each problem since some will expect exact answers (e.g. $1/3$) and some will expect decimal approximations (e.g. 0.3333), and these are not usually equal. Unless a problem specifically asks for an approximation, you should assume it requires the exact answer.

When working with approximations, you should keep all digits of the intermediate steps in your calculations, and only round the final answer as required by the problem. Failure to do this can result in a rounding error and failure to receive credit for the question part. We will not grant any credit for rounding errors on your part.

You should try to use the non-scientific calculator (in Canvas) that you will be using on exams for nearly all calculations that you don't do by hand on homework and quizzes, since that will be better practice for exams. Some problems on homework and quizzes may have steps that require computing an exponential, logarithmic, or trigonometric function value that is not a standard value that should be memorized or that cannot reasonably be completed without an additional aid. In those cases only, you should use a scientific calculator, table of values, or other appropriate aid in order to complete the problem. For example, you should not use an additional aid to compute $\sin 60^\circ$ or $\log \sqrt{10}$ since you should already be able to compute their values as $\sqrt{3}/2$ and $1/2$, respectively; but you can use an additional aid to compute an approximation to $\sin 79^\circ$ or to $\log 73$, as necessary.

If a problem on any exam would normally require the use of a scientific calculator, then you will be given additional information in the problem, either directly giving certain function values that you may need or giving you function values that can be used to determine the value you need. For example, if the approximate value of $\ln 6$ was needed, then an exam problem might give that value (possibly among others) to you, or the exam problem might give you approximations for $\ln 2$ and $\ln 3$, from which you can compute an approximation for $\ln 6$ since $\ln 6 = \ln 2 + \ln 3$. On every exam, you will be supplied with the approximate values for π and e at the top of the exam, so, if you need, for example, to compute π^{-3} , you can just multiply the approximations then take the reciprocal to get the answer, i.e. calculate $\frac{1}{\pi \times \pi \times \pi}$.

As you can see from the preceding discussion, all types of problems you see in homework can appear on exams even if you use a scientific calculator for the homework (and despite the fact you are NOT allowed to use a scientific calculator on exams) since on the exam you will be given extra information.

1h. Help

For help resolving technical issues (computer problems, Gatorlink, etc.), contact the UF Computing Help Desk at <http://helpdesk.ufl.edu> or 352-392-HELP (4357).

Your instructor and teaching assistant (listed on the front page of the syllabus) are glad to help. If you're seeking help on a specific problem, you should first have attempted the problem yourself. If you're seeking help, you can take a snapshot of your work and attach that to a message (to the Online Coordinator) in Canvas requesting help. Office hours are also available (see page 1), as indicated on the cover of this syllabus. In addition to your instructor and teaching assistant, the following third-party aids are available.

- ◆ Free in-person assistance for students who can make it to campus:
 - The Teaching Center, located at SE Broward Hall; see <https://teachingcenter.ufl.edu/tutoring/>. Note: Any exam prep or other materials should not be considered a good indicator of what the exams in this online course are like. This applies equally to all third-party note or review services.
 - The Little Hall Math Lab, located in LIT 215
 - The Office of Academic Support; see <https://oas.aa.ufl.edu/current-students/tutoring/>
- ◆ The Mathematics Department maintains a list of qualified private tutors for hire. Go to <https://math.ufl.edu/> and search for "tutors" to find the list.
- ◆ UF's Counseling & Wellness Center offers counseling support in case of issues with academics, adjusting to the stress of college life, or personal challenges. Please use this resource before you get overwhelmed! See

<http://www.counseling.ufl.edu/cwc/>, or call (352) 392-1575. In a crisis, consider calling:

- Alachua County Crisis Center: 352-264-6789
- Alachua County Rumor Control: 352-264-6557
- National Suicide Hotline: 1-800-SUICIDE (7842433)
- National Suicide Prevention Lifeline: 1-800-273-TALK (8255)

1i. Success

Success in MAC 1114 depends largely on your attitude and effort. Keeping up with the videos is critical. Most students find it beneficial to work daily on the material as opposed to saving it all for one day. It is not effective to sit and copy notes without following the thought processes involved in the lecture. For example, you should try to answer the questions posed by the lecturer. Students who actively participate have greater success.

Be aware that much of the learning of mathematics at the university level takes place outside of the classroom. You need to spend time reviewing the concepts of each lecture **before** you attempt homework problems. It is also important to spend some time looking over the textbook sections to be covered in the next lecture to become familiar with the vocabulary and main ideas beforehand so that you will be better able to grasp the material presented in the videos. **You should expect to spend at least 8 hours per week working on this course. Many students will need to spend more time than this to be successful in this course.**

If you do not complete all assignments thoroughly, then you are likely not prepared enough to do well on exams. This is especially true for the more advanced material covered on Exam 3, where everyone needs extra practice. Note that if you find you need even more practice beyond the existing assignments, you can use the unassigned problems in the textbook, in which case please feel free to ask your instructor questions about any of those problems.

1j. Students with Disabilities

Students requesting accommodation must first register with the Disability Resource Center. (See <https://drc.dso.ufl.edu/>.) The Dean of Students will provide documentation to the student who must then provide this documentation to the Online Coordinator when requesting accommodation.

1k. Academic Honesty

The official Student Honor Code and Student Conduct Code can be found at <https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/>. If you have never read through those, then you should do so now. In particular, there is the Honor Pledge:

We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and

integrity by abiding by the Student Honor Code. On all work submitted for credit by Students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment."

Any dishonorable activities should be reported immediately. **Any student caught cheating will automatically fail the course** and will be subject to additional honor court penalties. Students are expected to do their own work unless otherwise specified. If you have any doubt, you should ask for clarification before you commit a possible violation.

1. Complaints

Each online distance learning program has a process for student complaints within its academic and administrative departments at the program level. Go to <http://www.distance.ufl.edu/student-complaint-process> for more information.

1m. Changes to the Syllabus

If any changes or updates are made to the syllabus, an announcement will be sent to all students. You are responsible for staying up-to-date with the current version of the syllabus.

2. Grading

You should check Canvas regularly and consult with an instructor if you have any questions about recorded grades. All grade concerns must be taken care of within one week of receiving the score in Canvas. Your grade is subject to being raised or lowered if there is a recording error, computational error, "padding" error, etc.

For information on dropping courses and withdrawals, go to <https://catalog.ufl.edu/ugrad/current/regulations/info/drops.aspx>.

For information about UF grades and grading policies go to <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>.

2a. Course Grade

*You will have ample opportunity to earn your grade in this course. There will be no extra assignments, extra make-ups, rounding up, etc. because you "need" a certain grade. (Any requests for such may be ignored.) **If you "need" a certain grade, you should work hard all semester to make sure you earn it.***

Here are the different assignment categories, as well as their weights in your course grade computation, where to find the assignments, and the number of submission attempts per assignment.

<u>Category</u>	<u>Number</u>	<u>Drops</u>	<u>Location</u>	<u>Weight</u>
Homework	TBD	2	Canvas	30%
Quizzes	TBD	2	Canvas	20%
Midterm Exams	TBD	0*	TBD	30%
Final Exam	1	0	TBD	20%
			<i>Total:</i>	<hr/> 100%

The course grade is then determined by your final percentage as follows:

<u>Grade</u>	<u>Percentage</u>	<u>Grade</u>	<u>Percentage</u>
A	90.00% and above	C	70.00% to 73.99%
A-	87.00% to 89.99%	C-	67.00% to 69.99%
B+	84.00% to 86.99%	D+	64.00% to 66.99%
B	80.00% to 83.99%	D	60.00% to 63.99%
B-	77.00% to 79.99%	D-	57.00% to 59.99%
C+	74.00% to 76.99%	E	56.99% and below

2b. Welcome Quiz

The Welcome Quiz can be found in Canvas. It is due at the beginning of the semester. You should read the syllabus before attempting it. **You must score 100% on the Welcome Quiz before continuing with the course.**

2c. Bonus

Bonus questions may be provided from time to time. More information will be provided if and when such questions are released.

2d. Homework

Homework will be assigned from the exercises at the end of each section in the textbook. Some problems will be graded for correctness, and some will be graded for completion only. Homework is to be submitted through Canvas (you may write your solutions by hand and scan the document, but please write legibly; we cannot grade what we cannot read).

You are allowed to seek limited outside assistance with the homework, but you need to be able to work problems on your own to succeed. "Limited outside assistance" means you can ask someone for a hint or to look over your work to spot any

* There is a make-up opportunity for exams; see the Make-up Policy. If you take Make-up Exam N, where N is 1, 2, or 3, then technically either your Exam N score or your Make-up Exam N score is dropped (whichever is lowest is dropped).

mistakes; it does not mean you can have someone else work a problem for you in its entirety. Also, keep in mind that sometimes the best learning comes from the struggle you face in figuring out how to work a problem; that is good mental exercise, training you to think more logically and methodically. Homework will be graded as soon as possible, and no later than one week after submission.

2e. Textbook Examples and Exercises

Each section of the textbook has many examples and exercises that will not be assigned for homework, but you are encouraged to work through as many of these as possible.

2f. Quizzes

You have three attempts and one hour for each quiz in Canvas (except the Welcome Quiz, for which you have unlimited time and attempts). The countdown timer begins once you open the quiz and it cannot be reset, so **DO NOT open a quiz unless you're ready to take it**. A quiz can cover anything that has a due date on or before the due date of the quiz as shown on the calendar. While the quizzes are effectively open-note and open-book by virtue of not being proctored, you should prepare for them as if they are closed-note and closed-book to better reinforce your learning as you progress through the course. **You are required to work each quiz by yourself, with no assistance from anyone else whatsoever.**

2g. Exams

There is a two-day window for exams; the day listed on the pdf calendar and the following day. It is suggested that you take the exam the first day of the window so if something goes wrong, you have the second day.

Students are responsible for material covered in the lecture notes (including practice problems at the end of some lectures) and all assigned homework problems. Note that questions on the exams will mostly resemble these problems, but some may also be different (while still covering the same material).

The three midterm exams have a 90-minute time limit, and the final exam has a 2-hour time limit. There will be no partial credit unless a question has multiple parts that can be graded separately, in which case each part will be worth a fraction of the question's point-value.

2h. Extensions

DO NOT wait until the last possible minute to start an assignment, since if you encounter any problems YOU will be out of luck.

An **extension period** is a short amount of time, after the regular due date, which can be used to complete an assignment late but without any penalty. No assignment will be accepted after its extension period. Note that applying an extension changes the due date but does not grant extra time on a quiz; once a quiz is opened, the timer starts counting down until it runs out and then you can no longer work on the quiz.

The extension periods for assignments are as follows:

- ◆ Bonus: 0 days (no extension period);
- ◆ Exams: 1 day (24 hours);
- ◆ All other assignments: 2 days (48 hours).

You do not need to do anything to make use of an extension; the extension period has already been incorporated in the “Available until” date and time. Just complete the assignment like normal before the “Available until” date and time expire. You may notice the score in the Canvas gradebook highlighted to show the assignment was completed after the “Due” date; this does not affect your grade in any way.

2i. Make-up Policy

Due to the ability to work ahead on most assignments and the fact that homework assignments and quizzes have multiple drops (see Course Grade), most assignments will not be permitted make-ups. The only exceptions to this no make-up policy are that one midterm exam may be made up (see the following paragraph) and that the Final Exam may be made up with approved hardship documentation. If you miss the Final Exam due to negligence, we may permit you to make it up shortly thereafter, but there will be a penalty applied to your score.

Each student shall be permitted one make-up exam for any reason, with the greater of the original exam score and the make-up exam score used in grade calculations. This make-up exam will be taken after Exam 3, but before the Final Exam; see the course calendar for the date. There is a separate make-up exam for each of the midterm exams, but you may only take one of the make-up exams. (Any attempt to take more than one will result in none of them counting and prosecution for cheating.) The make-up exam will be similar to the corresponding midterm in both the number of questions and the textbook sections / lecture modules being tested.

WARNING: Many students end up taking Make-up Exam 3 because they underestimate the amount of work they need to put into the course and are not prepared enough. Unfortunately, this is a poor strategy, since the Make-up Exam 3 is right after Exam 3, leaving little additional time to prepare further. Please take Exam 3 (and all exams, really) very seriously to keep your grade up. If you haven't worked through all of the textbook homework problems, you are not prepared enough.

2j. Incomplete Grade

A grade of I (incomplete) will be considered only if you meet the Math Department criteria which are found at <http://www.math.ufl.edu/department/incomplete-grades/>. An I only allows you to make up your incomplete work, not to redo your work. Also, any request for an I must be received before the final exam.

3. Instructor Evaluations

Students are asked to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>

